State Agency Memos and Reminders

State Agency Memos

- ✓ 1-15: Guidance on Income Eligibility Determinations and Duration
- ✓ 2-15: Toddler Formula Use in the CACFP
- ✓ 3-15: Roles and Responsibilities of Administrative Review Officials in the CACFP
- ✓ 4-15: Code of Conduct and Performance of Employees Engaged in Award and Administration of Contracts
- ✓ 5-15: Area Eligibility in the CACFP

State Agency Memos

- ✓ 6-15: Health and Safety Inspection Requirements
- ✓ 7-15: Assessing Costs in the CACFP
- ✓ 8-15: Administrative Reviews and CN Labels and PFS
- ✓ 9-15: CN Labels Copied with a Watermark
- ✓ 10-15: Local Foods in the CACFP with Q&A

State Agency Memos

- ✓ 11-15: Guidance on Prohibition of Separation by Gender during CNP Meal Service

- ✓ 12-15: Infant Feeding in the CACFP

- ✓ 4-14 (update from USDA): Smoothies Offered in Child Nutrition Programs 7-15: Assessing Costs in the CACFP

State Agency Reminders

State Agency Reminders

Where can I find the CACFP regulations and resources, previous CACFP trainings, Power Points, Institution Responsibility Overviews, and Program Management Forms?

osse.dc.gov/cacfp

Need menu planning resources?

-> "Resources for Current CACFP Participants"

-> "Healthy Menu Planning and Wellness Resources"

What's that document called?
-> "Resources for Current CACFP Participants"
    -> "Program Management Forms"
        -> "CACFP Duties and Documents Overview"

State Agency Reminders

Income Eligibility Statement forms:

- Every enrolled child (including infants) must have a valid IES form on file

- IES forms are valid for one year

- A Parent Letter to Households (signed by the Authorized Representative) must accompany every IES form given to parents/guardians

State Agency Reminders

SA memo #14-2014 dated July 31, 2014:

Homes cannot claim reimbursement for meals that include any components provided by parents (even if they are creditable) unless ...

(1) Documented medical or special dietary need(s)

- Parents may provide one or more components for documented medical reasons. Documentation from recognized medical authority detailing the medical or special dietary need, foods to be excluded, foods to be substituted

AND

(2) Center is supplying at least one component of the meal

If a licensed physician determines that the child's special dietary need qualifies as a disability, then the home must provide the substitution unless it is cost-prohibitive

State Agency Reminders

How does this apply to the Soy Milk Notification Form?

The home may offer a creditable milk alternative (like soy milk or lactose-free milk). The Soy Milk Notification form would document the parent's decision to accept or decline that offer.

Remember - if parents provide creditable milk alternatives (like soy milk or lactose-free milk) without having on file a Medical Substitution Form or medical statement signed by a recognized medical authority, the home cannot claim reimbursement for the meal.
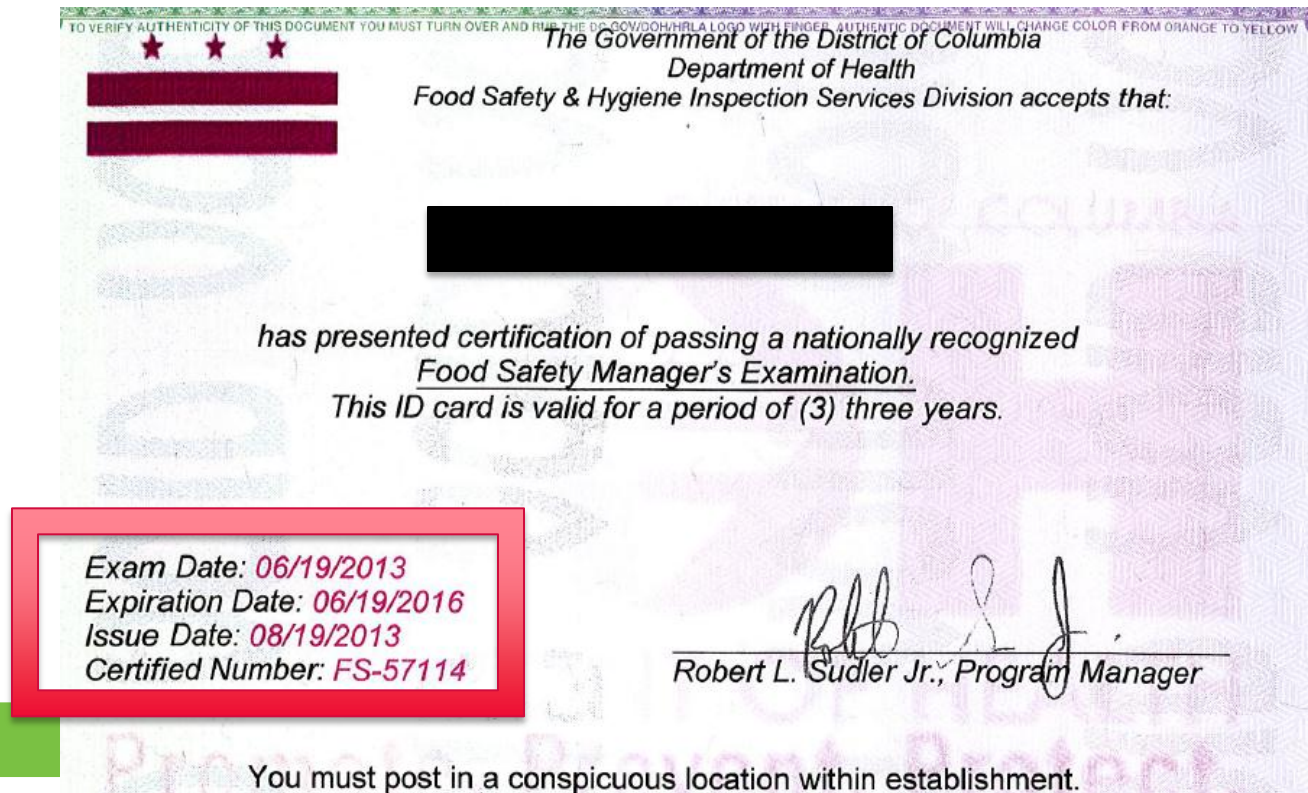
State Agency Reminders

Certified Food Manager's certification

– check the expiration date!

– pass the test at a Food Safety Testing Organization recognized by D.C. Department of Health prior to expiration to ensure no time lapse!

MUST be a DOH-issued CFM certificate

TO VERIFY AUTHENTICITY OF THIS DOCUMENT YOU MUST TURN OVER AND RUB THE DC.GOV/DOH/HRLA LOGO WITH FINGER. AUTHENTIC DOCUMENT WILL CHANGE COLOR FROM ORANGE TO YELLOW

The Government of the District of Columbia
Department of Health
Food Safety & Hygiene Inspection Services Division accepts that:

has presented certification of passing a nationally recognized
Food Safety Manager's Examination.
This ID card is valid for a period of (3) three years.

Exam Date: 06/19/2013
Expiration Date: 06/19/2016
Issue Date: 08/19/2013
Certified Number: FS-57114

Robert L. Sudler Jr., Program Manager

You must post in a conspicuous location within establishment.

State Agency Reminders

Child Nutrition Labels

Products eligible for CN labels:

- Main dish products that contribute at least ½ ounce to the meat/meat alternate component of the meal pattern (cheese/meat pizza, meat/cheese and bean burritos, egg rolls, breaded fish, breaded chicken nuggets/patties)

- Juice drinks and juice drink products containing at least 50% full-strength juice by volume (frozen juice drink bars, sherbet)

CN labels can credit multiple components

Example: CN labeled cheese pizza may list contributions to the meat/meat alternate, grains/breads, and vegetable/fruit components of the meal pattern

State Agency Reminders

Child Nutrition Labels

CN

XXXXXX*

One 5.00 oz. Pizza with Ground Beef and Textured Vegetable Protein provides 2.00 oz. equivalent meat/meat meat alternate, ½ cup vegetable and 1 ½ servings of bread alternate for The Child Nutrition Meal Pattern Requirements. (Use of this logo And statement authorized by the Food and Nutrition Service, USDA XX-XX**.)

CN   CN

CN

* CN identification number
** Month and Year of original approval

Take the Child Nutrition label off the actual product carton or get a photograph/photocopy of CN label attached to original carton.

Or invoice and copy of CN label with watermark, product name, and CN number.